

Website Privacy Policy

DOCUMENT INFORMATION

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Contact Information	<table border="1"><thead><tr><th>Office</th><th>Name</th><th>Phone</th><th>Email</th></tr></thead><tbody><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr></tbody></table>				Office	Name	Phone	Email								
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Approval Date	Unknown															
Approved by																
Effective Date																
Review Date /Schedule																
Revision History																

DOCUMENT CONTENT

Website Privacy Policy Statement

State University of New York at Fredonia does not collect any *personal information* about website visitors unless users provide that information voluntarily by sending an e-mail or completing an online form.

This policy is consistent with the provisions of the Internet Security and Privacy Act, the Freedom of Information Law, and the Personal Privacy Protection Law.

Information Collected Automatically When You Visit State University of New York at Fredonia's Website

When visiting fredonia.edu, State University of New York at Fredonia automatically collects and stores the following information about your visit:

- The Internet Protocol address of the computer that accessed our website
- The type of browser, its version and the operating system on which that browser is running
- The web page from which the user accessed the current web page
- The date and time of the user's request
- The pages that were visited and the amount of time spent at each page

None of the above-mentioned information is deemed to constitute personal information by the Internet Privacy and Security Act (<https://its.ny.gov/hys-technology-law#art2>). The information that is collected automatically is used to improve State University of New York at Fredonia's content and to help SUNY understand how users are interacting with its website. This information is collected for statistical analysis and to determine what information is of most and least interest to our users. The information is not collected for commercial marketing purposes and State University of New York at Fredonia is not authorized to sell or otherwise disclose the information collected from the college website for commercial marketing purposes.

Information Collected When You E-mail fredonia.edu or Complete a Transaction

During your visit to fredonia.edu you may send an e-mail to the college. Your e-mail address and the contents of your message will be obtained. The information obtained is not limited to text characters and may include audio, video, and graphic information formats included in the message. Your e-mail address and the information included in your message will be used to respond to you, to address issues you identify, or to improve the college website. Information submitted by you may be used for promotional purposes, however, you will not be identified without prior notification and consent. Your e-mail address is not collected for commercial purposes and State University of New York at Fredonia is not authorized to sell or otherwise disclose your e-mail address for commercial purposes.

State University of New York at Fredonia does not knowingly collect *personal information* from children under the age of 13 or create profiles of children under the age of 13. Users are cautioned, however, that the collection of personal information submitted in an e-mail will be treated as though it was submitted by an adult, and may, unless exempted from access by federal or State law, be subject to public access.

Disclosure of Information Collected Through This Website

The collection of information through fredonia.edu and the disclosure of that information are subject to the provisions of the Internet Security and Privacy Act. State University of New York at Fredonia will only collect personal information through fredonia.edu or disclose personal information collected through the college website if the user has consented to the collection or disclosure of such personal information. The voluntary disclosure of personal information to State University of New York at Fredonia by the user, constitutes consent to the collection and disclosure of the information by the college for the purposes for which the user disclosed the information to State University of New York at Fredonia.

However, State University of New York at Fredonia may collect or disclose personal information without consent if the collection or disclosure is: (1) necessary to perform the statutory duties of State University of New York at Fredonia, or necessary for the college to operate a program authorized by law, or authorized by state or federal statute or regulation; (2) made pursuant to a court order or by law; (3) for the purpose of validating the identity of the user; or (4) of information to be used solely for statistical purposes that is in a form that cannot be used to identify any particular person.

Further, the disclosure of information, including personal information, collected through fredonia.edu is subject to the provisions of the Freedom of Information Law and the Personal Privacy Protection Law.

State University of New York at Fredonia may disclose personal information to federal or state law enforcement authorities to enforce its rights against unauthorized access or attempted unauthorized access to State University of New York at Fredonia's information technology assets.

Retention of Information Collected Through This Website

The information collected through fredonia.edu is retained by State University of New York at Fredonia in accordance with the records retention and disposition requirements of the New York State Arts & Cultural Affairs Law. Information on the requirements of the Arts & Cultural Affairs Law may be found at <http://www.archives.nysed.gov/aindex.shtml>. In general, the Internet services logs of State University of New York at Fredonia, comprising electronic files or automated logs created to monitor access and use of Agency services provided through fredonia.edu, may be retained for up to one year and then destroyed. Information concerning retention and disposition schedules may be obtained through the college's Information Technology Service.

Access to and Correction of Personal Information Collected Through This fredonia.edu

Any user may submit a request to State University of New York at Fredonia to determine whether personal information pertaining to that user has been collected through fredonia.edu. Any such request shall be made in writing and must be accompanied by reasonable proof of identity of the user. Reasonable proof of identity may include verification of a signature, inclusion of an identifier generally known only to the user, or similar appropriate identification.

Confidentiality and Integrity of Personal Information Collected Through fredonia.edu

State University of New York at Fredonia is strongly committed to protecting personal information collected through fredonia.edu against unauthorized access, use or disclosure. Consequently, State University of New York at Fredonia limits employee access to personal information collected through fredonia.edu to only those employees who need access to the information in the performance of their official duties. Employees who have access to this information follow appropriate procedures in connection with any disclosures of personal information.

In addition, State University of New York at Fredonia has implemented procedures to safeguard the integrity of its information technology assets, including, but not limited to, authentication, authorization, monitoring, auditing, and encryption. These security procedures have been integrated into the design, implementation, and day-to-day operations of fredonia.edu as part of our continuing commitment to the security of electronic content as well as the electronic transmission of information.

For website security purposes and to maintain the availability of fredonia.edu for all users, State University of New York at Fredonia employs software to monitor traffic to identify unauthorized attempts to upload or change information or otherwise damage fredonia.edu.

Disclaimer

The information provided in this privacy policy should not be construed as giving business, legal, or other advice, or warranting as fail proof, the security of information provided through fredonia.edu.

Contact Information

For questions regarding this Internet privacy policy, please contact State University of New York at Fredonia via e-mail at ITServicecenter@fredonia.edu.

ITS Service Center
The State University of New York at Fredonia
Thompson Hall
Fredonia, NY 14063

Definitions

The following definitions apply to, and appear in italics, in this policy:

Personal information. For purposes of this policy, "*personal information*" means any information concerning a natural person which, because of name, number, symbol, mark, or other identifier, can be used to identify that natural person.

User. shall have the meaning set forth in subdivision 8 of section 202 of the State Technology Law (<https://its.ny.gov/nys-technology-law>).

FAQ's											
Keywords											
Category(s)	<table border="1"><tr><td><input type="checkbox"/> Academic Affairs</td><td><input type="checkbox"/> Operational</td></tr><tr><td><input type="checkbox"/> Advancement</td><td><input type="checkbox"/> Personnel</td></tr><tr><td><input type="checkbox"/> Financial</td><td><input type="checkbox"/> School/College</td></tr><tr><td><input type="checkbox"/> Governance</td><td><input type="checkbox"/> Student Life</td></tr><tr><td><input checked="" type="checkbox"/> ITS</td><td></td></tr></table>	<input type="checkbox"/> Academic Affairs	<input type="checkbox"/> Operational	<input type="checkbox"/> Advancement	<input type="checkbox"/> Personnel	<input type="checkbox"/> Financial	<input type="checkbox"/> School/College	<input type="checkbox"/> Governance	<input type="checkbox"/> Student Life	<input checked="" type="checkbox"/> ITS	
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